

THE GEORGE WASHINGTON UNIVERSITY
Washington, D.C.

**MINUTES OF THE REGULAR MEETING
OF THE FACULTY SENATE HELD ON
JANUARY 18, 2008 IN THE STATE ROOM**

Present: President Knapp, Executive Vice President for Academic Affairs Lehman, Registrar Amundson and Parliamentarian Johnson; Deans Barratt, Brown, and Tong; Professors Artz, Becker, Biles, Castleberry, Cordes, Costanza, Englander, Garris, Griffith, Harrington, Helgert, Johnson, Marotta, Pagel, Parsons, Pelzman, Robinson, Rycroft, Simon, Wade, Wilmarth, Wirtz and Yezer

Absent: Deans Futrell, Katz, Lawrence, Phillips, Scott, and Whitaker; Professors Corry, Delaney, Galston and Windsor

The meeting was called to order at 2:10 p.m. by President Knapp. As a quorum was not present, President Knapp asked for and received unanimous consent for the Update on Emergency Preparedness to be presented as the first item of business.

UPDATE ON EMERGENCY PREPAREDNESS

Copies of the update were distributed at the meeting (the Update is attached). Assistant Vice President for Public Safety and Emergency Management John N. Petrie briefed the Senate on the past year's activities as the Update was projected in Powerpoint format. Chief topics covered included Planning, Training Exercises, Informing the Community, Outreach, and Partnerships.

As described in the Update, the Office of Public Safety and Emergency Management (OPSEM) has produced a Five Year Strategic Plan which sets forth the goal and vision for the Office as well as outlining its critical functions. This year, all of the emergency management positions authorized have been staffed with graduate students, a majority of whom are working at 50% effort. A full-time position for a senior emergency management associate has also been created to provide oversight and guidance for new staff; Ms. Christina Peterson currently discharges these responsibilities.

The University's Incident Manual has now been revised 238 times since it was placed online in September, 2002. It includes a variety of plans for 308 different University elements [units] which have already been identified, a number which could increase as these are reviewed. All fifteen of the University's critical elements have developed continuity plans for sustaining operations in place. Guidance documents for units preparing plans have been updated and are available online for reference. Briefing sessions on the planning process by emergency management associates can also be arranged.

The Update provides information on the planning initiative of the Executive Vice President for Academic Affairs from September, 2006 to January, 2008. In addition to 181 total elements identified in 2006, another 8 have been added. The percentage of completed contingency plans for these elements has increased from 24.6% in 2006 to 59% in January 2008. The percentage of completed continuity plans has increased from 7.5% in 2006 to 54% presently.

OPSEM's emergency exercise program has been recognized by the International Association of Emergency Managers as an example for all emergency management programs, not just those in educational institutions. More than twenty exercises were conducted in 2007. Designed to improve and validate planning efforts, these exercises involve line supervisors and other departmental staff. A training exercise for University and Metropolitan Police involving an "active shooter" scenario was conducted on January 9 in the F Street area of the Foggy Bottom campus.

Efforts to provide information to the community now include a GW Alert program and Alert DC, both of which can deliver emergency information to University workstations very quickly. The University controls the content and delivery time of information to GW Alert recipients who see a text crawler and hear an alert tone on GW desktops. Alert DC provides emergency information by text notification to e-mail, cell phone and other electronic devices. A digital sign initiative will in future deliver GW Alert information to screens installed throughout the University.

In addition to planning and conducting training exercises, a third priority for OPSEM is its outreach program which involves every incoming first year student through Colonial Inauguration activities. In 2008, GW Alert and a new video will be included at these orientation sessions; the video will also be placed online for future reference. A GW Safety Expo is hosted by OPSEM, Risk Management, and University Police annually each fall. Some 3,500 first aid kits donated by the World Bank and International Monetary Fund were distributed this year, along with Frisbees and Travel Mugs from OPSEM. Vice President Petrie brought a number of the latter to the Senate meeting, and invited attendees to take these with them when the meeting adjourned.

During the fall 2007 semester, OPSEM provided Faculty Guidance for Incident Response information to Academic Affairs along with information to be included with course syllabi. As the initial information dissemination occurred very close to the beginning of the fall semester, the timing was not ideal to ensure its distribution. This information was distributed for the spring semester in late November, so faculty members should have received it. This information also appears on the Campus Advisories page. It has been suggested that essential elements of this emergency preparedness and response information be posted in classrooms, and OPSEM is working toward this goal.

Vice President Petrie reviewed the University's partnership arrangement with the Homeland Security Emergency Management Agency as well as its participation in the bi-monthly meetings of the Consortium of Emergency Managers in Washington, D.C. and Virginia. A mutual aid agreement was reached last year with Georgetown University in which GW and Georgetown have pledged to provide as much support as possible during emergency circumstances. American University is poised to join in this agreement and

another local institution is considering participating. OPSEM continues to hold quarterly meetings with the Foggy Bottom Neighborhood Planning Committee and these meetings are well attended and received.

The University's commitment to emergency preparedness has been recognized eleven times over the past four years by the International Association of Emergency Managers, and Vice President Petrie has been asked to join the Board of Advisors for the American Society of Mechanical Engineers, which wants to develop programs to support universities in their continuity planning.

Professor Wirtz said he thought that the number of completed contingency and continuity plans had increased substantially, yet it seems the University is still only a little better than halfway to the goal of 100% completion. He asked if Vice President Petrie could provide guidance on what needs to be done to finish this task quickly. Vice President Petrie responded that the only way that plans are useful is if they are developed by the people who will be using them; development by outside staff would not be appropriate because there would be no ownership. Professor Wirtz said it sounded to him as if this needs to become a top priority in the Executive Vice President for Academic Affairs Office. Vice President Petrie responded that he attended a meeting a year ago with the Executive Vice President and each of the Deans and their counterparts who are assigned to accomplish this, and he believes it is very close to the top priority.

Professor Englander asked what can be done to ensure that faculty members in the classroom know how to proceed in an emergency. Vice President Petrie responded that in addition to having plans and being familiar with them, emergency information is available online and is updated periodically. Faculty members should familiarize themselves with this and, as OPSEM does, review this information with students, particularly the tips for emergency response and instructions on sheltering in place. Beyond that, providing opportunities for OPSEM staff to talk with faculty is useful, as is faculty participation in training exercises.

APPROVAL OF THE MINUTES

As a quorum of the Senate was present, the minutes of the meeting held on December 14, 2007 were approved as distributed.

RESOLUTIONS

RESOLUTION 07/5, "A RESOLUTION TO AMEND THE FACULTY CODE PERTAINING TO THE PARENTAL LEAVE POLICY"

On behalf of the Appointment, Salary, and Promotion Policies Committee and the Committee on Professional Ethics and Academic Freedom, Professor Arthur E. Wilmarth, Jr. introduced Resolution 07/5. He began by recognizing and thanking faculty members who had participated in the process of bringing the Resolution to the Senate, in particular, Professor Pat Chu who was the Chair of the Joint Task Force on Parental Leave Policy, and Professors Murli Gupta and Charles Garriss, Chairs of the Appointment, Salary and Promotion Policies (ASPP) Committee and the Professional Ethics and Academic Freedom

(PEAF) Committee respectively. Professor Wilmarth also expressed appreciation to Professor Miriam Galston who chaired the joint ASPP/PEAF subcommittee that prepared the Resolution.

Professor Wilmarth provided background information about Resolution 07/5, which follows up on the second recommendation contained in the Parental Leave Task Force report. The Resolution proposes amending the *Faculty Code* to provide a parental childcare leave benefit which would provide one semester of leave from teaching and administrative duties with full salary for regular, active-status faculty members. However, faculty members would not be released from their duties of advising on theses and dissertations for students with whom faculty members had previously established advising relationships unless adequate arrangements are made for suitable replacement advisers. Faculty members engaged in externally funded grant or contract-related activities would be released from their responsibilities to the University but not from responsibilities to the external funding sources unless alternative arrangements are approved by those sources.

Professor Wilmarth outlined three reasons why all of the groups that worked on Resolution 07/5 thought it was important to provide a paid parental childcare leave benefit. First, the proposed benefit would provide to parents of a newly-born or newly-adopted child a reasonable period of time to care for that child soon after that child joins the household, without suffering career penalties in the form of financial loss. Secondly, the proposed benefit would bring GW into line with universities with which it competes in both attracting and retaining faculty members. As outlined in the Task Force Report, there are ten market basket or aspirational schools which provide some form of parental childcare leave. Third, the proposed benefit will help the University to reach its goal of providing a family-friendly workplace and achieving a more equitable gender balance within the full-time faculty.

The joint subcommittee and the ASPP and PEAFF Committees made several revisions to the benefit recommended by the Task Force. First, the benefit was extended to cover faculty members who bring a foster child into their household. In many cases, bringing a foster child into the home is a step toward adopting the child, and it was the thinking of the Committees that faculty members facing similar challenges and burdens should not be disadvantaged compared to faculty members who either legally adopt or become the parents of a newly-born biologically-related child. Professor Wilmarth also pointed out for the Senate's possible consideration the minority position outlined in the Resolution in brackets which would extend the leave benefit to custodial guardianships. While the Committees were not strongly opposed to this idea, only one of GW's market basket schools has a childcare leave benefit that covers custodial guardianships. The Committees had some concern that these relationships are not as formalized nor are their expectations as uniform or supervised as either an adoption or foster care arrangement. Providing childcare leave for custodial guardianships would also extend the benefit beyond the typical practice of market basket or aspirational schools. The Committees also limited the childcare leave benefit to those faculty members who become parents of a newly-born, adopted, or foster child who is under 18 years of age and is a dependent for tax purposes. While four of the ten market basket or aspirational schools surveyed by the Task Force impose age restrictions of one year, or five to six years in their parental leave policies, the others do not. Committee members did not agree with age restrictions below the age of 17, in part because they felt that faculty members should not be discouraged from bringing

teenaged children into their homes. These children are often in the greatest need of foster care and adoption, and Committee members felt that imposing an age limit of 17 would reach the right balance on this issue.

Professor Wilmarth said that the proposed cost of this benefit had been discussed, and based upon studies that looked at other schools that have this benefit and GW's population, approximately 16 full-time faculty members would utilize the leave each year. The Task Force estimated a total cost of \$112,000, but this estimate was based upon an assumption that all released teaching duties would be assumed by part-time faculty. The joint subcommittee was not sure this would be the case, and also concluded that the Task Force's estimated cost was a conservative estimate which could well be considerably higher. Given the kinds of cost pressures the University faces, the Committees thought it prudent to limit the parental childcare leave entitlement to a maximum of two minor dependent children. Professor Wilmarth also pointed out that the last sentence of the Resolution provides that the Vice President for Academic Affairs could grant additional child care leave in his discretion. This is somewhat similar to the tenure clock extension adopted in 2004, which provides for one tenure clock extension as of right but allows additional a second extension at the discretion of the Vice President.

Professor Wilmarth then proposed two amendments to the Resolution: first, that the title of Resolution 07/5 be amended to include the word "Childcare" so that it would read "A Resolution to Amend the *Faculty Code* to Provide a Parental Childcare Leave Benefit." Professor Wilmarth also proposed that the phrase "with full or partial salary" in the last sentence of the Resolution be deleted, and that the sentence be amended in pertinent part, to read as follows: "Parental childcare leave under other circumstances or for other faculty, including leave with full or partial salary, may be granted at the discretion ..." Professor Wilmarth explained that this would allow the Vice President for Academic Affairs to approve leave at no salary, with partial salary, or with full salary. As originally written, the Vice President would not be able to approve unpaid leave even if a faculty member requested it. Both of these amendments were accepted without objection.

Lastly, Professor Wilmarth mentioned that Associate General Counsel Richard Weitzner had suggested that it would be desirable to add a sentence to the Resolution providing that "parental childcare leave may be taken concurrently with other leave authorized under applicable University policies." Professor Wilmarth said he thought this was implicit in the language of the Resolution and he thought that the language suggested by Mr. Weitzner could be inserted into the Faculty Handbook rather than the *Faculty Code*. He added that while he was not moving adoption of this language, he would not oppose it should the Senate wish to add this provision.

Discussion followed. Professor Pelzman said he read the Resolution as providing for parental childcare leave not only for parents of newborn children but for any minor child coming into a faculty member's household, including foster or adoptive children. Professor Wilmarth confirmed that this was the intent of the Resolution. He noted that four of the ten policies studied by the Committees set an age limit ranging from one to six years. Professor Wilmarth said the issue was discussed at some length and the Committee members decided they did not want to discourage faculty members from bringing foster or adoptive children, even if they were teenagers, into their families.

Professor Wirtz said that he was very glad to see the childcare leave proposal before the Senate because ten years ago there was an unsuccessful effort to provide such a benefit. Professor Wirtz asked if the leave would affect tenure clock provisions. Professor Wilmarth responded that the joint task force had not recommended changes to tenure clock provisions adopted in 2004. Professor Wirtz also asked if there are two faculty members who are married and currently employed by the University, both of them would be entitled to leave under provisions of the Resolution. Professor Wilmarth said he thought there was nothing in the language that would prevent two married faculty members who were co-equal caregivers from qualifying for the leave benefit because that situation is not specifically prohibited.

Discussion followed between Professors Wilmarth, Helgert, and Englander. Professor Wilmarth responded to Professor Helgert's query by saying that the Committees felt that, as a matter of policy, parental childcare leave should not be restricted to biological or adopted newborn children, but should also be extended to those faculty members who adopt or provide foster care to older children. In response to Professor Englander's query about how the benefit would apply to childcare leaves beginning in mid-semester, Professor Wilmarth said he thought that a number of options would be available to faculty members in these circumstances. The Vice President for Academic Affairs also would have discretionary authority to grant parental childcare leave under special circumstances, as set forth in the Resolution. [Vice President Lehman assumed the Chair upon President Knapp's departure.]

Professor Griffith said he thought the report and the Resolution were really admirable products of the study that had been undertaken, and he agreed with Professor Wirtz that it was gratifying to see the proposal emerge from Committee and come to a vote. He added that he hoped that the Senate would not complicate the language too much, and simply adopt the Resolution.

Professor Yezer opposed the Resolution, saying that he thought that the cost of the proposal, estimated at \$112,000 per year was too low. It was absurd, he said, to believe that replacing a regular, active-status faculty member with a part-time faculty member would only cost the University the wages of the part-time faculty member. To adopt a policy which equates the teaching ability of part-time faculty members with that of regular, active-status faculty members also shows complete disregard for students. Professor Yezer also asked if those with childcare responsibilities for grandchildren would be covered under the proposed leave benefit.

Professor Wilmarth responded that he thought in the event a grandparent becomes either an adoptive or foster parent to a child, then the faculty member would be eligible for the leave.

Professor Yezer moved that the language of the Resolution be changed to make it clear that the parental childcare leave benefit would only be available to qualifying faculty members if the child entering the home was under the age of four years. The motion was seconded and discussion followed. Professor Wirtz questioned why the Senate would want to adopt the amendment. Professor Yezer said he thought the leave benefit would be

burdensome and costly, and that limiting it to those with children under four would not reduce the ability to attract young faculty members to the University. Therefore, because of the budgetary limitations GW faces, the benefit should be limited.

Professor Castleberry spoke against the Yezer amendment. Speaking as an educator who has worked throughout his career with pre-school to high school-aged children, Professor Castleberry said he was familiar with the shortage of families willing to accept foster children, particularly older children. As a result, these children must be placed in other kinds of social arrangements. Professor Castleberry said he thought extending parental childcare leave to cover faculty members who foster (or adopt) older children would be a small benefit in terms of the cost to the University, as the number of people willing to extend their families in this way will not be large. On the other hand, the benefit to faculty members who undertake the enormous responsibilities associated with providing a home for older children, particularly adolescents, will be significant. The children involved and society will benefit. Professor Castleberry concluded his remarks by questioning what conclusion can be drawn about educators, who are among the most privileged people, if they cannot in some way bear some of this social burden.

Professor Wilmarth also opposed the amendment, and agreed with Professor Castleberry's sentiments about the desirability, both for families and society, of encouraging the fostering or adoption of older children. Professor Wilmarth also agreed with Professor Castleberry that this socially beneficial outcome could be encouraged at relatively small cost to the University, since not many faculty members would be likely to take on the challenges of caring for older children. The benefit could also help to attract and retain more senior faculty members, who may no longer have the opportunity to conceive or adopt newborn children, he added.

Professor Robinson declined to support the amendment, speaking in support of extending the benefit to faculty members taking older children into their families. She noted that part of the stated purpose of the Resolution is to make the University a more family-friendly environment and workplace, and said she did not believe the cost to the University would be prohibitive. Professor Robinson also observed that there is nothing in the Resolution that requires the University to assign the teaching responsibilities of regular, active-status faculty members to part-time faculty.

Professor Parsons asked how long the duration of stay for foster children in a faculty member's home would normally be. Professor Castleberry responded that this could vary depending upon the circumstances, from short-term emergency placements to those lasting for months or years. Professor Wilmarth pointed out that language of the Resolution limits the benefit to two minor dependent children for each regular, active-status faculty member. Professor Yezer said he thought University funding for this benefit would potentially take away already limited funds for teaching and research, and he objected to what he said was the meager and inadequate discussion of the financial implications of the proposal. Professor Wilmarth observed that the two child limit was proposed because the Committees shared Professor Yezer's concern about the potential cost of the benefit to the University.

The question was called on the Yezer amendment and a vote was taken. The amendment was defeated.

The question was then called on the Resolution as amended by Professor Wilmarth. A vote was taken, and Resolution 07/5 was adopted as amended. (Resolution 07/5 is attached.)

In response to a question by Professor Wirtz, Vice President Lehman said he would discuss the Resolution with President Knapp and was hopeful that the President would agree to have the Resolution presented to the Board of Trustees for consideration at its meeting on February 8.

At the request of Professor Gupta, and for the record, Professor Wilmarth asked for verification that the Senate had adopted all of the amendments he had proposed, and that there was no sentiment to move the minority proposals contained in the Resolution concerning custodial guardianship. Everyone present agreed that Professor Wilmarth's observations on these points was correct.

INTRODUCTION OF RESOLUTIONS

No resolutions were introduced.

GENERAL BUSINESS

I. **NOMINATION FOR ELECTION OF PROFESSOR RICHARD A. WINDSOR (SCHOOL OF PUBLIC HEALTH AND HEALTH SERVICES) TO THE FACULTY SENATE EXECUTIVE COMMITTEE FOR A TERM TO EXPIRE APRIL 30, 2008**

Professor Robinson moved the nomination for election of Professor Windsor to the Senate Executive Committee. The nomination was approved.

II. **NOMINATION FOR ELECTION OF PROFESSOR BRIAN L. BILES TO THE FOLLOWING SENATE STANDING COMMITTEES: FISCAL PLANNING AND BUDGETING; PHYSICAL FACILITIES**

Professor Robinson moved the nomination for election of Professor Biles to the indicated Committees. The nominations were approved.

III. **REPORT OF THE EXECUTIVE COMMITTEE**

Professor Robinson presented the Report of the Executive Committee, which is enclosed.

IV. **INTERIM REPORTS OF SENATE COMMITTEES**

The interim report of the Physical Facilities Committee was circulated with the agenda for the meeting.

V. CHAIR'S REMARKS

Vice President Lehman advised the Senate that on January 15, Professor Jeffrey Lenn assumed the position of Associate Vice President for Academic Operations, replacing Associate Vice President Craig Linebaugh whose sole responsibility will now be serving as Chief Academic Operating Officer of the Virginia Campus.

Vice President Lehman also advised that he had already begun the process of collecting information from the schools on promotion and tenure procedures, to include school and departmental bylaws. He added that he plans to collect these one school at a time beginning with the School of Public Health and Health Services, which has already submitted its bylaws.

BRIEF STATEMENTS (AND QUESTIONS)

Professor Yezer noted that the distribution of merit scholars by college has been published and GW is tied for 127th along with the University of Texas, Texas Tech, Marquette, and two other schools. Although GW places special emphasis on trying to win Rhodes and Marshall Scholarships by allowing applicants to apply for fellowships to support them if they win, Professor Yezer said that most winners of these competitions are National Merit Scholars. If GW is really serious about building a great university and having its students compete successfully for these prestigious awards, it needs to attract and retain a larger number of exceptional students. Professor Yezer requested that the Educational Policy Committee of the Faculty Senate consider why GW's performance is so dismal and what might be done to improve undergraduate education, quality, and training the next generation of scholars. Professor Parsons, Chair of the Educational Policy Committee, responded that the Committee is already considering the issue of distribution of student abilities in the classroom from two directions. The first is scholarship programs and the issue of merit scholarships versus need scholarships. The second is the University Honors Program. The Committee has received and circulated what Professor Parsons characterized as a very thoughtful and lengthy reply on these topics from Senior Vice President for Student and Academic Support Services Chernak and will evaluate this information during the spring semester.

Professor Wilmarth asked if information in The Hatchet reporting that 55% of class sections are taught by part-time faculty was accurate. Vice President Lehman responded that it was not; 55% of course sections are taught by full-time faculty.

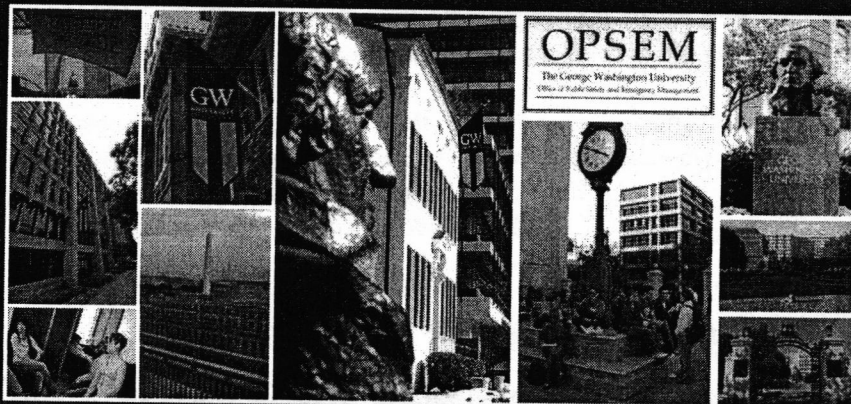
ADJOURNMENT

Upon motion made and seconded, the meeting was adjourned at 3:35 p.m.

Elizabeth A. Amundson

Elizabeth A. Amundson
Secretary

The George Washington University

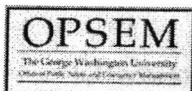


Office of Public Safety and Emergency Management
Faculty Senate Briefing

January 2008

OPSEM Updates

- ♦ Five year strategic plan
- ♦ EMA positions full
- ♦ Planning guidance documents online
- ♦ SafeTeas
- ♦ New address for Campus Advisories
- ♦ GW Alert
- ♦ Alert Notes
- ♦ Faculty Guidance
- ♦ Emergency Management in Higher Education conference
- ♦ President's Task Force
- ♦ Mutual Aid



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

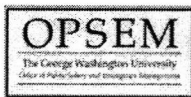
From the OPSEM Strategic Plan

Goal

The Office of Public Safety and Emergency Management's goal is to promote a safe and sustainable University.

Vision

The Office of Public Safety and Emergency Management's vision is to foster a culture that embraces the importance of preparedness at the George Washington University.



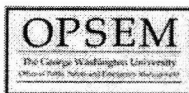
THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

3

OPSEM Functions

The Office of Public Safety and Emergency Management (OPSEM) assists and coordinates the University's incident management and planning preparations

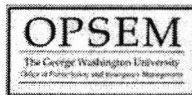
- ◆ Maintains and implements the University Incident Manual
- ◆ Provides support to University incident response teams
- ◆ Develops and conducts exercises to test plans and verify our ability to convene for and manage an incident
- ◆ Facilitates incident communication with the GW community
- ◆ Conducts outreach education on University preparedness for students, faculty, and staff
- ◆ Engages internal and external partners to improve overall University preparedness



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

4

Planning

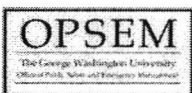


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

5

University Incident Manual

- ◆ Maintenance and implementation of the Manual are OPSEM responsibilities
- ◆ 238 updates made since the Manual first appeared online in September 2002
- ◆ Manual includes requirements for local planning
 - Contingency: local geographic safety and response
 - Continuity: functional sustainability and restoration of normal operations
- ◆ 308 University elements identified
- ◆ 15 of 15 University critical elements have prepared continuity plans

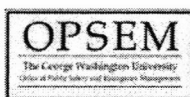


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

6

Contingency and Continuity of Operations Plans

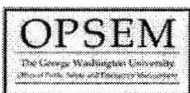
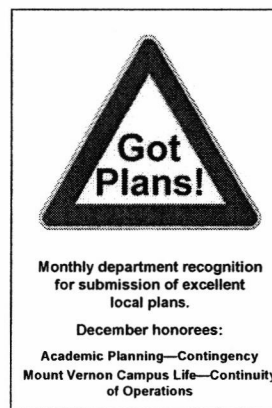
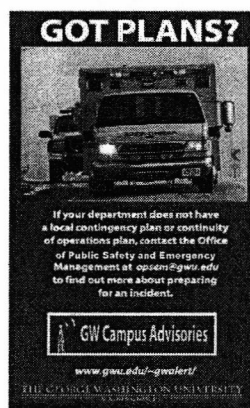
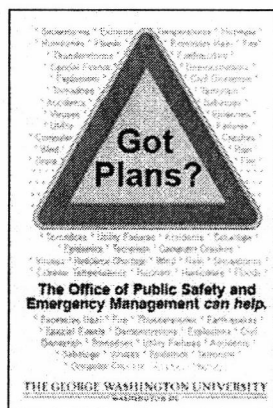
- ◆ Endorsed and emphasized by University leadership, including the Board of Trustees
- ◆ First directed by Vice Presidents in June 2002
- ◆ New letter of implementation this month
- ◆ Key factor for external auditors
- ◆ University Plans Steering Committee
- ◆ Guidance documents for developing plans available online
- ◆ SafeTeas initiated



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

7

Got Plans?! Campaign and SafeTeas

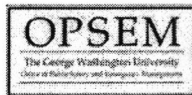


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

8

EVPA Initiative

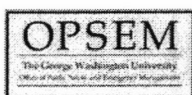
	Sept 2006	Jan 2007	Jan 2008
Total Elements	181	189	189
Contingency Plans Completed	44.5	85	111.5
Continuity of Operations Plans Completed	13.5	67	102
Percentage of Completed Contingency Plans	24.6%	45.0%	59.0%
Percentage of Completed Continuity Plans	7.5%	35.4%	54.0%



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

9

Exercises



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

10

Exercises

- ◆ Ongoing exercise schedule

- More than 20 exercises in 2007 including:

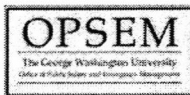
- | | |
|---|--|
| ◆ GW Departmental Exercise (4) | ◆ Department of Homeland Security |
| ◆ GW Command Center | ◆ DC HSEMA (4) |
| ◆ GW expanded Leadership continuity exercise | ◆ Marine Barracks Mass Casualty |
| ◆ GW Interactive Exercise/Alternates Exercise | ◆ Chem/Bio Incident Response Force – NCR |
| ◆ GW Study Abroad | ◆ DC Department of Health Pandemic Flu (3) |
| ◆ Georgetown University Mutual Aid | ◆ Mount Vernon Campus |

- Scenario for MPD field exercise on January 9th will be used for interactive exercise at GW

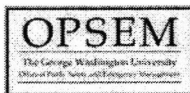
- ◆ Designed to improve and validate planning efforts

- ◆ Periodic exercises for Incident Teams and support personnel to verify our ability to convene for and manage an incident

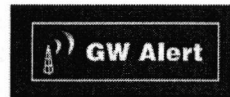
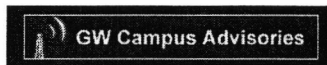
- ◆ Departmental, line supervisors, other staff involved as exercises progress



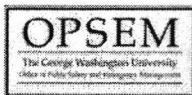
Informing the GW Community



Informing the Community



- ◆ Campus Advisories
 - New address CampusAdvisories.gwu.edu
 - Includes link to sign up for Alert DC and GW Alert
- ◆ Alert DC
- ◆ GW Alert
- ◆ Alert Notes
- ◆ GW Information Line (202) 994-5050
- ◆ Emergency Announcing System
- ◆ Blackboard and digital signs initiative



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

13

Alert DC

- ◆ Text notification to e-mail, cell phone, and other electronic devices

**ALERT
DC**

Free text
notification
to your
cell or email
during an
emergency.

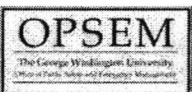
Be in the know.
Sign up today.

Members of the GW Community are encouraged to sign up for **Alert DC**. This free public service, made possible through the Government of the District of Columbia, provides immediate text notification to email, cell phone, and other electronic devices during a crisis or emergency.

This emergency notification service is available to DC residents, individuals who work in the District of Columbia, and visitors.

To sign up for **Alert DC**, visit GW Campus Advisories on the GW homepage or campusadvisories.gwu.edu and click on the DC Homeland Security and Emergency Management Agency image on the right side of the webpage. During the registration process, select *George Washington University* from the "Colleges/Universities" listing at the bottom of the screen.

The George Washington University Office of Public Safety and Emergency Management (OPSEM) April 2005 Update Rev 10/07

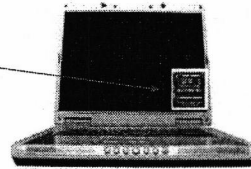
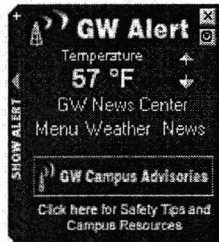


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

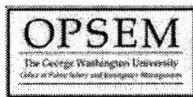
14

GW Alert

- ◆ Notifications via text crawler and alert tone directly to your desktop during an incident
- ◆ Quick links to weather and news updates



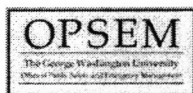
10/29/07 - 5:30PM -- There is a campus emergency at Rice Hall,



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

15

Outreach



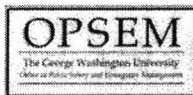
THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

16

Engaging Students

These key points are shared personally with every incoming first year student throughout Colonial Inauguration, during move-in and at first residence hall meetings:

- ♦ OPSEM is responsible for updating the University's status through the online GW Campus Advisories webpage. This webpage is the principal method the University leadership uses to communicate with the greater GW community.
- ♦ The GW Information Line provides a summary of updates to the Campus Advisories webpage as well as the University's status. Call the GW Information Line at 4-5050 on campus or (202) 994-5050 off-campus.
- ♦ It is important that you know how to shelter-in-place in case of an incident. Visit the GW Campus Advisories webpage to learn how.
- ♦ You should always have two evacuation routes out of any building you are in (these routes should not involve using the elevator).
- ♦ You should carry your GWorld card with you at all times.
- ♦ Registering with Alert DC on GW Campus Advisories enables you to receive emergency notifications via email, cell phone and other mobile devices.

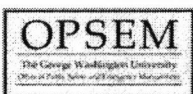


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

17

Getting the Message Out

- ♦ The OPSEM outreach strategy aims to increase the awareness and understanding of emergency preparedness, response, and recovery among all members of the GW community through a variety of media:
 - > Colonial Inauguration
 - ❖ Briefings for parents and information tables
 - > Move-in Day
 - ❖ First residence hall meetings
 - ❖ Informational postings in residence halls throughout the year
 - > Graduate, international and new student fairs
 - > Informational briefings provided to various departments, Faculty Senate, etc.
 - > Articles and advertising in *The Daily Colonial*, *GW Hatchet*, and *By George*
 - > Informational and promotional items
 - > Annual Safety Expo



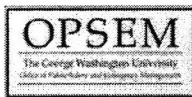
THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

18

GW Safety Expo


[illegible]

- ◆ A half-day event hosted annually each fall by OPSEM, the Office of Risk Management and the University Police Department
- ◆ Community representatives include the DC Fire Department, Metropolitan Police Department, DC Homeland Security and Emergency Management Agency, DC Department of Health, Bureau of Alcohol, Tobacco, Firearms and Explosives, District Department of Transportation, Washington Metropolitan Area Transportation Authority, and American Red Cross of the National Capital Area
- ◆ Focuses on all elements of safety on and around campus including emergency management, fire safety, crime prevention, and more




**THE GEORGE
WASHINGTON
UNIVERSITY**
WASHINGTON DC

Faculty Guidance



IMPORTANT INFO FOR GW FACULTY



Faculty Information for Incident Response

The Georgia Workplace Institute is committed to providing the efficacy of a culturally sensitive and collaborative response and the control of the University. For this reason, the University provides the following information for its faculty regarding the incident response and the University's Incident Response Plan. This information is provided to you as a faculty member in the University's Incident Response Plan. This information is provided to you as a faculty member in the University's Incident Response Plan. This information is provided to you as a faculty member in the University's Incident Response Plan.

To Report an Incident

Call the University Police Department:

202.904.6111
Tropen@uga.edu
202.942.5151
Mount Vernon

If the item is unavailable or you are a student, call the University location at 611

Office of Public Safety & Emergency Management

202.934.6620

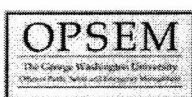
Faculty members should:

- Be familiar with the University Incident Manual including the Contingency and Continuity of Operations Plans that exist in the University.
- Provide your contact information to general information relating to incident procedures at the start of each semester when reviewing your course syllabus and Incident Response Plan.
- Know how to report an incident from the workplace(s) you teach.
- Take charge of the incident in your classroom and follow appropriate procedures for all building and incident alerts.
- If you are not at computer at the time, please sign your name, the name that is listed on your faculty directory and provide them with an alert.
- Assume that students with disabilities or special needs have the information to assist them when they require further assistance.
- Visit GW Campus Announcements regularly for the latest updates and information on incident procedures at GW.
- Please be alert to the University's Incident Response Plan and to receive incident alerts via e-mail or text message.

For incident related information call the GW Information Line:

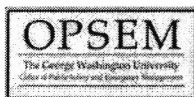
202.934.6620

Or visit Campus Advisors at www.gw.edu/campusadvisors

[illegible]

**THE GEORGE
WASHINGTON
UNIVERSITY**

Partnerships

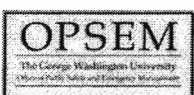
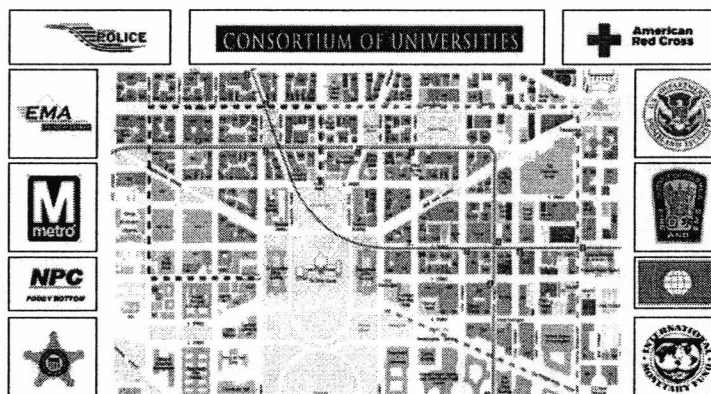


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

21

Community Partnerships

Internal and external partnerships are vital to every aspect of public safety and emergency management at The George Washington University

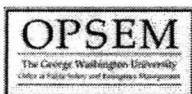


THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

22

Higher Education Community

- ◆ Emergency Management in Higher Education Conference
 - GW will host again this June
- ◆ Consortium of Universities of the Washington Metropolitan Area
 - Emergency Management Committee
 - Bi-monthly meetings to engage a variety of issues
- ◆ International Association of Emergency Managers
 - New Universities and Colleges Committee (UCC)
- ◆ Virginia Consortium



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON, DC

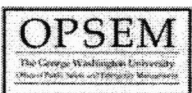
23

Mutual Aid Agreement with American and Georgetown Universities

- ◆ December 2007 MOU provides a foundation that will facilitate support during an incident or disruption
- ◆ Content: Limited Internal Resources
 - Academic Space
 - Administrative Space
 - Residential
 - Transportation
 - Athletic Facilities
 - Food Services
 - Library Services
 - Incident Communications
 - Satellite Locations
 - University Law Enforcement
- ◆ Each university can benefit from lessons learned and enhance joint preparedness and partnership
- ◆ Steering Committee meets once each semester and during the summer to review and improve the document



Georgetown
UNIVERSITY



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON, DC

24

Foggy Bottom Neighborhood Planning Committee

- Established fall of 2004 to engage a spectrum of issues
- More than thirty entities in the Foggy Bottom neighborhood involved
- Formed to foster and strengthen private-private and public-private relationships and informal partnerships by:
 - Improving communication and coordination among the private sector
 - Examining and harmonizing provisions in the area's diverse emergency response plans
 - Exploring shared concerns and collaborating to address them
 - Coordinating with utilities and local & federal authorities, including first responders, the DC Homeland Security & Emergency Management Agency, and U.S. Department of Homeland Security
 - Collaborating on and participating in incident planning education and training exercises
- Tabletop exercise held January 15th



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

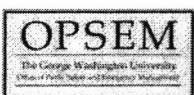
25

University Recognition



The International Association of Emergency Managers (IAEM) has honored GW with multiple awards for the University's commitment to emergency preparedness:

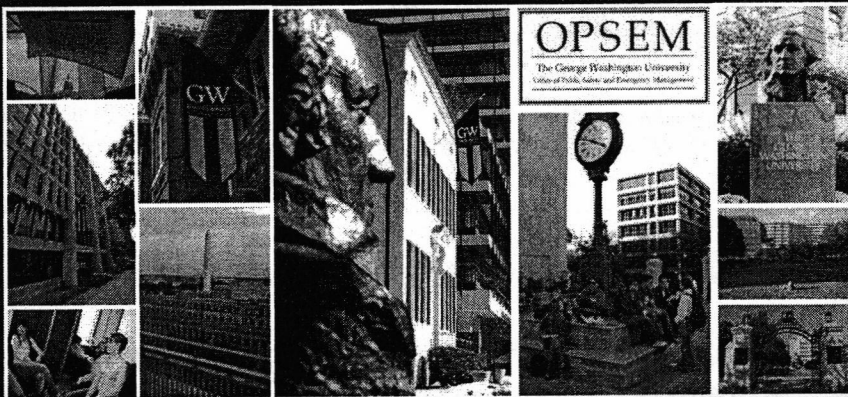
- | | |
|--|--|
| <ul style="list-style-type: none"> ◆ 2004 <ul style="list-style-type: none"> ➢ Incident Manual ◆ 2005 <ul style="list-style-type: none"> ➢ Exercise Article ➢ Got Plans Campaign ➢ Shelter-in-Place Tips ➢ Emergency Preparedness Tips ➢ NPC Partnership | <ul style="list-style-type: none"> ◆ 2006 <ul style="list-style-type: none"> ➢ DCEMA Partnership ➢ News Story ➢ GW Campus Advisories Website ➢ Safety at GW: Working Together Brochure ◆ 2007 <ul style="list-style-type: none"> ➢ Exercise Program |
|--|--|



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

26

Office of Public Safety and Emergency Management



Rice Hall, Suite 701

Phone: (202) 994-6600 ❖ E-mail: opsem@gwu.edu

Campus Advisories: <http://CampusAdvisories.gwu.edu>

GW Information Line: (202) 994-5050



IMPORTANT INFO FOR GW FACULTY

OPSEM

The George Washington University
Office of Public Safety and Emergency Management

Faculty Guidance for Incident Response

The George Washington University is committed to protecting the welfare of its community members and safeguarding the property and vital interests of the University. For this reason, the University has established comprehensive guidance for incident planning, response, and recovery at The George Washington University. As a faculty member, you play an important role in the implementation and effectiveness of this guidance in your classroom.

To Report an Incident

**Call the
University
Police
Department:**

**202-994-6111
Foggy Bottom**

**202-242-6111
Mount Vernon**

**If the line is
unavailable or
you are in a
different
University
location call
911.**

**Office of
Public Safety
& Emergency
Management:**

202-994-6600

Faculty members should:

- ✓ **Be familiar with the University Incident Manual including the Contingency and Continuity of Operations Plans that exist for your department**
- ✓ **Provide your classes with general information relating to incident procedures at the start of each semester when reviewing your course syllabus (see document *Syllabus Information for Your Students*)**
- ✓ **Know how to report an incident from the classroom(s) you use**
- ✓ **Take charge of the students in your classroom and follow appropriate procedures for all building alarms and incident alerts**
- ✓ **Check that the computer in your classroom (if applicable) is turned on so that you may receive incident alerts from GW Alert**
- ✓ **Ensure that students with disabilities or special needs have the information or assistance they may require during an incident**
- ✓ **Visit GW Campus Advisories regularly for the latest updates and information on incident preparation at GW**
- ✓ **Sign up for Alert DC from the GW Campus Advisories page to receive incident alerts via e-mail or text message**

**For incident related information call the GW Information Line:
202-994-5050**

**Or visit Campus Advisories:
<http://CampusAdvisories.gwu.edu>**



GW Campus Advisories



Shelter in Place

1. If you are inside, stay where you are unless the building you are in is affected. If it is affected, you should evacuate. If you are outdoors, proceed into the closest building or follow instructions from emergency personnel on the scene.

2. Locate an interior room to shelter inside. If possible, it should be above ground level and have the fewest number of windows. If sheltering in a room with windows, move away from the windows.

3. Shut and lock all windows and close exterior doors.

4. Turn off air conditioners, heaters, and fans. Close vents to ventilation systems as you are able. (University staff will turn off ventilation systems as quickly as possible.)

5. Make a list of the people with you and ask a student to call the list in to UPD so they know where you are sheltering.

6. Await further instructions. If possible, visit Campus Advisories for incident updates or call the GW Info Line 202-994-5050.

7. Make yourself comfortable and look after one another. You will get word as soon as it is safe to come out.



Evacuation

Indoor Rendezvous Locations

Primary:

Secondary:

An evacuation should be considered only if the building you are in is affected or when you must move to a location of greater safety. You should always evacuate if the fire alarm sounds. Faculty and staff are authorized to direct the evacuation of those in their class.

- Instruct students to take their personal belongings (purse, wallet, keys, GWorld card, etc.).
- Take your class roster with you so that you can account for those in your class.
- Follow the evacuation procedures for the building. Close your door, proceed to the nearest exit (you should know two ways out), always use the stairs not the elevator.
- Once you have evacuated, seek shelter quickly at your indoor rendezvous location. If police or fire department personnel are on the scene, follow their directions.



Alert DC



Sign Up for ALERT DC

Free notification by e-mail or text message during an emergency

- ✓ Be informed of incidents on campus.
- ✓ Sign up easily from the Campus Advisories webpage.
- ✓ Select to receive alerts specific to "The George Washington University" community.
- ✓ Encourage your students to sign up and share incident notifications immediately.



Got Plans?

Are you familiar with your department's Contingency and Continuity of Operations Plans?

Visit Campus Advisories or call the Office of Public Safety and Emergency Management for more information:

202-994-6600

OPSEM

The George Washington University
Office of Public Safety and Emergency Management

Syllabus Information for Your Students

Emergency Preparedness and Response at The George Washington University

To Report an Emergency or Suspicious Activity

Call the University Police Department at 202-994-6111 (Foggy Bottom) or 202-242-6111 (Mount Vernon).

Shelter in Place – General Guidance

Although it is unlikely that we will ever need to shelter in place, it is helpful to know what to do just in case. No matter where you are, the basic steps of shelter in place will generally remain the same.

- If you are inside, stay where you are unless the building you are in is affected. If it is affected, you should evacuate. If you are outdoors, proceed into the closest building or follow instructions from emergency personnel on the scene.
- Locate an interior room to shelter inside. If possible, it should be above ground level and have the fewest number of windows. If sheltering in a room with windows, move away from the windows. If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (for a tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans. Close vents to ventilation systems as you are able. (University staff will turn off ventilation systems as quickly as possible).
- Make a list of the people with you and ask someone to call the list in to UPD so they know where you are sheltering and who is with you. If only students are present, one of the students should call in the list.
- Await further instructions. If possible, visit GW Campus Advisories for incident updates (<http://CampusAdvisories.gwu.edu>) or call the GW Information Line 202-994-5050.
- Make yourself comfortable and look after one other. You will get word as soon as it is safe to come out.

Evacuation

An evacuation will be considered if the building we are in is affected or we must move to a location of greater safety. We will always evacuate if the fire alarm sounds. In the event of an evacuation, please gather your personal belongings quickly (purse, keys, GWorld card, etc.) and proceed to the nearest exit. (INSERT TWO WAYS OUT OF THE BUILDING HERE). Do not use the elevator.

Once you have evacuated the building, proceed to our primary rendezvous location (INSERT PRIMARY INDOOR RENDEZVOUS LOCATION HERE). In the event that this location is unavailable, we will meet at (INSERT SECONDARY INDOOR RENDEZVOUS LOCATION HERE).

Alert DC

Alert DC provides free notification by e-mail or text message during an emergency. Visit GW Campus Advisories for a link and instructions on how to sign up for alerts pertaining to GW. If you receive an Alert DC notification during class, you are encouraged to share the information immediately.

GW Alert

GW Alert provides popup notification to desktop and laptop computers during an emergency. In the event that we receive an alert to the computer in our classroom, we will follow the instructions given. You are also encouraged to download this application to your personal computer. Visit GW Campus Advisories to learn how.

Additional Information

Additional information about emergency preparedness and response at GW or the University's operating status can be found on GW Campus Advisories (<http://CampusAdvisories.gwu.edu>) or by calling the GW Information Line at 202-994-5050.



IMPORTANT INFO FOR GW

THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

University Police Department (UPD)

Foggy Bottom Campus (202) 994-6111

Mount Vernon Campus (202) 242-6111

General Numbers

GW Information Line (202) 994-5050

GW Main Line (202) 994-1000

EMERGENCY PREPAREDNESS HELPFUL TIPS

GET INFORMED:

- Visit GW Campus Advisories at campusadvisories.gwu.edu
 - GW Campus Advisories is accessible via the GW home page. You will find links for procedures, including GW's Incident Manual, which will assist you with planning for, responding to, and recovering from an incident.
- For the University's status, check GW Campus Advisories or call the GW Information Line at (202) 994-5050.
- For the latest news, listen to WTOP radio (103.5 FM, on the Web: www.wtop.com).
- Sign up for Alert DC, a free service that will send important information to your mobile device, from the link at GW Campus Advisories.

REMEMBER TO:

- Carry your GWorld card at all times for identification and access on campus.
- As you use your GWorld card to access buildings, do not allow people unknown to you to enter behind you. **DO NOT** lend your identification card to other people, including other students.
- Report any unusual activity or objects out of place to the University Police Department.
- Know your local emergency plans and procedures, including evacuation procedures.
- For any building you occupy, always know two exits that do not require the use of an elevator.
- Always evacuate if the fire alarm sounds.
- In case of an incident outside, stay inside unless your building is damaged (see Shelter-in-Place instructions).
- If the building you are in is affected, take your personal belongings (GWorld card, wallet, keys), leave and go to another place of safety on campus.
- Let your roommates know your whereabouts, especially if you go off campus.
- Have a communication plan for contacting home and include someone who lives in another area code who can pass a message home. In you cell phone, under I.C.E. (In Case of Emergency), you may want to program the name of a friend or family member as an emergency contact person.

• Take care of one another •

Prepared by GW's Office of Public Safety and Emergency Management

GW Campus Advisories: campusadvisories.gwu.edu

Official University Posting – Fall 2007





THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

University Police Department (UPD)

Foggy Bottom Campus (202) 994-6111

Mount Vernon Campus (202) 242-6111

General Numbers

GW Information Line (202) 994-5050

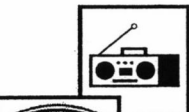
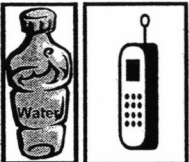
GW Main Line (202) 994-1000

SHELTER-IN-PLACE HELPFUL TIPS

BASIC GUIDANCE

Assume if an incident occurs on campus that you should **shelter-in-place, or remain inside**, unless you are directed to do otherwise or the building is unsafe.

- **BE AWARE:** Notification to shelter-in-place can come from the University Police Department, GW Housing staff, other University employees, or local authorities such as the Metropolitan Police Department (MPD).
- Notification may also come over the radio and television, through the campus public address system on UPD vehicles, a building's public address system or **Alert DC**, a free service that will send alerts to your mobile device. Register from the link on GW Campus Advisories.
- **PREPARE:** Although it is unlikely that you will ever need to shelter-in-place, it is helpful to prepare. A few simple items stored in the place you spend most of your time can make sheltering easier and more comfortable. **The items include: extra prescription medicine, first-aid supplies, non-perishable food and bottled water, a flashlight, a battery-operated radio, extra batteries, and a telephone.**



How to Shelter-in-Place:

- **If you are inside, stay where you are.** Collect any shelter-in-place supplies and a telephone to be used in case of emergency.
 - If your building is damaged take your personal belongings (GWorld, wallet, keys) and follow the evacuation procedures for your building.
 - If you are outside proceed into the closest building quickly or follow the instructions from emergency personnel on the scene.
- **Shelter-in-place in an interior room, above ground level, and with the fewest windows.** If there is a large group of people inside a particular building, several rooms may be necessary.
- Shut and lock all windows (locking will form a tighter seal) and close exterior doors.
- Turn off air conditioners, heaters, and fans. Close vents to the ventilation system as you are able. University staff will turn off the ventilation system as quickly as possible.
- Make a list of all the people with you and ask someone (GW Housing Staff, faculty, or other staff) to call the list in to UPD so that they know where you are sheltering. If only students are present, one of the students should call in the list.
- Turn on a radio or television and listen for further instructions. Check your registered mobile device for Alert DC updates.
- Make yourself comfortable.
- **Look after each other. You will get word when it is safe to come out.**

Prepared by GW's Office of Public Safety and Emergency Management

GW Campus Advisories: campusadvisories.gwu.edu

Interactive Toolbar

- Helpful tips link
- Local live radio access via web
- Phone number link

Up to Date Information

- Verified DAILY
- University status
- Reflects Homeland Security advisories
- States current University actions

GW Campus Advisories

Helpful Tips // UPD // WTOP Radio // Useful Phone Numbers // GW Information Line: (202) 994-5050

Information confirmed: January 14, 2008

UNIVERSITY STATUS: NORMAL

More about GW Status levels [\[READ\]](#)

The University is OPEN and operating on a normal schedule.

The [Homeland Security Council](#) has set the national alert level at yellow ("elevated"). All flights are now set at orange ("high"), including those from the United Kingdom. The George Washington University, through its various public safety and emergency management offices, continues to coordinate with federal and local government officials. Appropriate precautions are in place.

The University Police Department will continue to operate in a state of heightened awareness. Please continue to watch for and report any unusual activities, suspicious situations, or objects out of place on or around campus. Please report these to UPD by calling (202) 994-6111 (Foggy Bottom Campus) or (202) 242-6111 (Mount Vernon Campus).

This Web site will be the primary vehicle to inform the GW community, so please visit it frequently. The GW Recorded Information Line also will be updated at (202) 994-5050.

GWorld Cards

Carry your GWorld card with you at all times for identification and access to streets and buildings.

Helpful Tips

- General Preparedness Tips [\[READ\]](#)
- "Shelter in Place" Guidance [\[READ\]](#)
- Personal Security On and Off Campus [\[READ\]](#)

**Please be sure to use your browser's "refresh" or "reload" option to be sure you are looking at the latest information.*

RESOURCES AND LINKS:



THE GEORGE
WASHINGTON
UNIVERSITY
WASHINGTON DC

Incident
Planning,
Response
& Recovery
Manual

[Incident Manual](#)

GW Alert

HSEMA
HOMELAND SECURITY AND EMERGENCY MANAGEMENT AGENCY
DISTRICT OF COLUMBIA

Sign Up for ALERT DC

Public service provides
notification during an
emergency. >> [READ](#)



GW's Office of Public
Safety and Emergency
Management offers
planning assistance.

LATEST NEWS

**NEW: Winter Weather
Tips**

Posted on 12/05/2007
Information Regarding
MRSA

Posted on 10/18/2007
Spring 2008 World
Bank/IMF Meetings
Posted on 08/22/2007

Planning A Safer GW --
Read About the
Comprehensive Plan

**Related Archived
News Items...**

Special Features

- Link to University Incident Manual
- Guidance on developing Contingency and Continuity of Operations Plans
- Link to register for GW Alert
- Link to sign up for ALERT DC

Key Notices and Latest News

- Postings range from alerts to important reminders
- Archives of all previous postings

and access to streets and buildings.

Helpful and Informational Links

-Preparedness tips, shelter-in-place guidance, personal security information

**May be read as a webpage or as an Acrobat file allowing user to print this information

-Links provided to other University or community resources

Helpful Tips

- General Preparedness Tips [\[READ\]](#)
- "Shelter in Place" Guidance [\[READ\]](#)
- Personal Security On and Off Campus [\[READ\]](#)

**Please be sure to use your browser's "refresh" or "reload" option to be sure you are looking at the latest information.*

RESOURCES AND LINKS:

- | | |
|---|---|
| • Access Control & Security Device Request Form | • GW Weather, Traffic and Travel Information |
| • Campus Transportation | • Incident Manual |
| - The Vern Express | • International Travel Insurance and Assistance |
| - Virginia Campus Shuttle | • ISS Help Desk |
| - UPD Colonial Express Schedules | • Office of Parent Services |
| - 4-RIDE | |
| • D.C. Emergency Information Center | • Office of Risk Management |
| • EMERG: Emergency Medical Response Group | • University Counseling Center |
| • GW Maps | • University Police Department |
| • GW Medical Center | • U.S. Department of Homeland Security |
| • GW News Center | • WTOP Radio |

FACT: Safety in Numbers

GW's prestigious 20052 zip code places the campus community within the ever-watchful eyes of the security and patrolling forces of some impressive neighbors, including:

• The White House and Uniformed Secret Service • The U.S. Park Police • The F.B.I. Special Security Forces • The State Department Police • D.C. Metropolitan Police Department • Kennedy Center Security • International Monetary Fund Security • World Bank Security • The Foggy Bottom Neighborhood Watch Program • The West End Association Neighborhood Watch Program • MPD Community Policing Center • Metro Transit Police • Security for the Embassies of Mexico, Saudi Arabia, and Spain

Tips
Posted on 12/05/2007
Information Regarding
MRSA
Posted on 10/18/2007
Spring 2008 World
Bank/IMF Meetings
Posted on 08/22/2007

Planning A Safer GW --
Read About the
Comprehensive Plan

[Related Archived
News Items...](#)



**IMPORTANT GW
PHONE NUMBERS**



**UNIVERSITY POLICE
DEPARTMENT**

Key Notices and Latest News

-Postings range from alerts to important reminders

-Archives of all previous postings

Additional Resources

-Contact information and links for key University offices, including the University Police Department

ALERT DC

Free text
notification
to your
cell or email
during an
emergency.

**Be in the know.
Sign up today.**

Members of the GW Community are encouraged to sign up for **Alert DC**. This free public service, made possible through the Government of the District of Columbia, provides immediate text notification to email, cell phone, and other electronic devices during a crisis or emergency.

This emergency notification service is available to DC residents, individuals who work in the District of Columbia, and visitors.

To sign up for **Alert DC**, visit GW Campus Advisories on the GW homepage or campusadvisories.gwu.edu and click on the DC Homeland Security and Emergency Management Agency image on the right side of the webpage. During the registration process, select *George Washington University* from the “Colleges/Universities” listing at the bottom of the screen.

**A RESOLUTION TO AMEND THE FACULTY CODE TO PROVIDE A PARENTAL
CHILDCARE LEAVE BENEFIT (07/5)**

- WHEREAS,** the Executive Vice President for Academic Affairs and the Chair of the Executive Committee of the Faculty Senate jointly appointed a Parental Leave Task Force to make recommendations for revising the University's policies for childbirth and parental leave for regular, active-status faculty members; and
- WHEREAS,** on July 23, 2007, the Parental Leave Task Force issued a report (the "Task Force Report") that presented two recommendations; and
- WHEREAS,** the second recommendation in the Task Force Report was a proposal to amend the Faculty Code and revise the Faculty Handbook to provide each regular, active-status faculty member who is the primary or coequal caregiver for a newborn or newly adopted child with a parental leave benefit, which would consist of one semester's paid release from teaching and administrative duties, subject to certain terms and conditions; and
- WHEREAS,** the Task Force Report found that the recommended parental leave benefit was desirable because a full-time faculty member who becomes a parent of a newborn or newly adopted child should be allowed to devote a reasonable period of time to care for the child without suffering a career-related penalty and without incurring the financial cost of taking unpaid leave at a time when the faculty member's household expenses have risen substantially due to the arrival of a new child; and
- WHEREAS,** the Task Force Report found that the recommended parental leave benefit was desirable because it would bring the University into line with parental leave policies at numerous institutions of higher education with which the University competes in attracting and retaining full-time faculty members; and
- WHEREAS,** the Task Force Report concluded that the recommended parental leave benefit was desirable because it would help to assure a family-friendly workplace for full-time faculty members and would encourage a more equitable gender balance within the full-time faculty; and
- WHEREAS,** the Chair of the Faculty Senate Executive Committee referred the Task Force Report to the Faculty Senate Committees on Administrative, Salary, and Promotion Policies ("ASPP") and Professional Ethics and Academic Freedom ("PEAF"), and those Committees appointed a joint subcommittee (the "Subcommittee") to review the Task Force Report and make recommendations for action by the Faculty Senate; and
- WHEREAS,** in response to the second recommendation of the Task Force Report, the Subcommittee prepared a proposed resolution that would amend the Faculty Code to provide a parental leave benefit to regular, active-status faculty members who become parents of newborn or newly adopted children or newly placed foster children;
- WHEREAS,** the Subcommittee's proposed resolution was approved by the ASPP and PEAF Committees with the stipulation that the parental leave benefit for adopted or foster children should apply only to minor dependent children;
- WHEREAS,** the Faculty Senate believes that the Faculty Code should be amended to provide for the parental leave benefit recommended in the Task Force Report and endorsed (with revisions) by the ASPP and PEAF Committees, ~~and that this benefit should also be extended to faculty members who become custodial guardians of minor dependent~~

children]; NOW, THEREFORE

**BE IT RESOLVED BY THE FACULTY SENATE OF THE GEORGE
WASHINGTON UNIVERSITY:**

- (1) That the Faculty Code be amended by adding the following new section at the end of Article VI:

D. Parental Childcare Leave: A regular, active-status member of the faculty shall be entitled to parental childcare leave upon certifying that he or she will provide at least half of the child's care during the leave period, subject to the terms and conditions set forth in this section. Parental childcare leave shall include release from teaching responsibilities and service responsibilities for one semester with full salary and benefits, and such leave shall terminate within twelve months after a minor dependent child is born or adopted or enters the faculty member's home under a foster care ~~{minority proposal: or custodial guardianship}~~ arrangement. During such leave, faculty members shall continue providing thesis and dissertation advising to students whom they advised prior to the leave unless adequate alternative arrangements are made. For faculty members engaged in externally funded grant or contract related activities, parental childcare leave shall include release from responsibilities to the University, but shall not include release from responsibilities to the external funding sources unless alternative arrangements are approved by such sources. A regular, active-status faculty member is entitled to parental childcare leave for a maximum of two minor dependent children who are born or adopted or enter the faculty member's home as foster children ~~{minority proposal: or custodial wards}~~ after the starting date of the faculty member's appointment at the University. Parental childcare leave ~~with full or partial salary~~ under other circumstances or for other faculty, including leave with full or partial salary, may be granted at the discretion of the Executive Vice President for Academic Affairs, after consultation with the appropriate department chair (if applicable) and dean.

- (2) That, upon adoption by the University's Board of Trustees of the foregoing amendment to the Faculty Code, the Faculty Handbook should be revised to describe the parental childcare leave benefit set forth in that amendment.

Faculty Senate Committee on Appointment, Salary, and Promotion Policies
January 15, 2008

Faculty Senate Committee on Professional Ethics and Academic Freedom
January 16, 2008

~~[Note: Text appearing in brackets with respect to custodial guardianships was proposed by a minority of the members of the ASPP and PEAFF Committees but was not approved by the full Committees.]~~

Adopted as amended January 18, 2008

REPORT OF THE EXECUTIVE COMMITTEE

Lilien F. Robinson, Chair
January 18, 2008

On behalf of the Executive Committee I have the following report:

ACTIONS OF THE EXECUTIVE COMMITTEE

Tenure and Promotion Issues

As previously reported, the Executive Committee as well as the Committee on Professional Ethics and Academic Freedom have continue to address the Board of Trustees Academic Affairs Committee's request that the Senate review tenure and promotion policies and procedures with a focus on the rigor of such reviews. Included in these discussions have been the final disposition of unresolved administration nonconcurrences with faculty recommendations and the need, function and timing of decanal requests for additional reviews of scholarship.

Most recently, the Executive Committee has discussed the need to address a basic component of tenure and promotion considerations, the published school and department criteria and procedures submitted to the office of the Executive Vice President for Academic Affairs. To that end, the Executive Committee has requested, through Executive Vice President Lehman, that University Consul's Office review school and department tenure and promotion criteria and procedures and provide a report on their findings.

Appointment of the Associate Vice President for Academic Operations

At the request of the Executive Vice President Lehman and pursuant to the Faculty Code, which provides: "Appointments to the position of Vice President for Academic Affairs or Associate or Assistant Vice President for Academic Affairs shall be made only after consultation with the Executive Committee of the Faculty Senate," the Executive Committee met with Professor Jeffrey Lenn with respect to his proposed appointment as Associate Vice President for Academic Operations. The Executive Committee concurred with his appointment.

Trachtenberg Prizes

The Executive Committee has appointed the following faculty members to the Trachtenberg Prize Committees.

Faculty Scholarship:	Professor William Becker
Teaching:	Professor William Griffith
University Service:	Professor Diana Johnson

PERSONNEL MATTERS

There are three grievances, one in the School of Engineering and Applied Science and the and two in Columbian College.

Hearings have been scheduled for the case in the School of Engineering, In Columbian College one grievance is in mediation, and a mediator has been appointed in the other case.

FEBRUARY MEETING OF THE FACULTY SENATE

Dean Ruth Katz is scheduled to present the annual update on the School of Public Health and Health Services at the February 8 Senate meeting.

SENATE COMMITTEE SERVICE FORMS

The forms for Senate Committee service are being prepared for distribution. As our participation and that of our colleagues is essential to the mission and work of the Faculty Senate and to shared governance, please urge our colleagues to volunteer for committee service.

I am delighted to report that in the last several years there has been a significant increase in faculty participation in the work of the Senate. We need to sustain this positive momentum, especially at this pivotal point in the University's history.

PLEASE NOTE: The next meeting of the Executive Committee is on January 25. Please submit resolutions, reports, and any other matters for consideration prior to that date.

THE GEORGE WASHINGTON UNIVERSITY
Washington, D.C.

The Faculty Senate

January 10, 2008

The Faculty Senate will meet on Friday, January 18, 2008 at 2:10 p.m. in the State Room, 1957 E Street, N.W., 7th Floor.

AGENDA

1. Call to order
2. Approval of the minutes of the meeting of December 14, 2007, as distributed (minutes to be distributed)
3. Resolutions:

A RESOLUTION TO AMEND THE FACULTY CODE PERTAINING TO THE PARENTAL LEAVE POLICY 07/5: Committee on Professional Ethics and Academic Freedom and the Appointment, Salary, and Promotion Policies Committee (Resolution to be distributed)
4. Introduction of Resolutions
5. Update on Emergency Preparedness: John N. Petrie, Assistant Vice President for Public Safety and Emergency Management
6. General Business:
 - (a) Nomination for election of Professor Richard A. Windsor (SPHHS) to the Faculty Senate Executive Committee for a term to expire April 30, 2008.
 - (b) Nomination for election of Professor Brian L. Biles to the following Senate Standing Committees: Fiscal Planning and Budgeting; Physical Facilities
 - (c) Report of the Executive Committee
 - (d) Interim Reports of Senate Committees: Physical Facilities (the Report is attached)
 - (e) Chair's Remarks
7. Brief Statements (and Questions)
8. Adjournment

Elizabeth A. Amundson
Elizabeth A. Amundson
Secretary

Faculty Senate Committee on Physical Facilities
Interim Report
January 7, 2008

During the Fall semester 2007 the Senate Committee on Physical Facilities met twice. At its first meeting the committee considered four major issues of concern:

- The use of technology-equipped classrooms, including their availability, equipment infrastructure, and maintenance.
- The need for building security during weekends, especially the prevention of theft from offices frequently left unlocked by maintenance and cleaning staff.
- The development of campus-wide plans for emergency response
- the status of various projects and plans at the Virginia Campus.

At the committee's second meeting Mr. Juan Ibanez offered a comprehensive update on the status of various construction projects on the main campus, including Square 54 and Square 80 (School without Walls), and improvements to existing academic buildings. Mr. Ibanez also provided an overview of the efforts of Facilities Services in the areas of sustainability, energy efficiency and waste management.

Members: Linda Gallo, Hermann Helgert (Chair), Hugo Junghenn, Young-Key Kim-Renaud, Edward L. Murphree, Arthur Robinson, Pat Schwallie-Giddis, Catherine Turley, Paul Wahlbeck, Richard Windsor

Ex-Officio: Brian Biles, Eve Dubrow, Louis Katz, Craig Linebaugh, Jean Pec, Juan Ibanez